

**TRANSPORTATION COMMITTEE
MINUTES
JUNE 15, 2011**

The regularly scheduled meeting of the Transportation Committee was Convened at 10:40 a.m. on Wednesday, June 15th, in Committee Room #2.

The Following Committee Members were Present

**The Honorable C. T. Martin, Chair
The Honorable Felicia A. Moore
The Honorable Keisha Lance Bottoms, Vice Chair
The Honorable Carla Smith
The Honorable H. Lamar Willis
The Honorable Michael Julian Bond**

Others in attendance were Louis Miller, Aviation General Manager; Jim Drinkard, Aviation; Richard Mendoza, Commissioner Public Works; Anita Williams, Aviation; Katrina Taylor-Parks, Mayor's Office; Girard Geeter, Procurement Officer-Aviation; Saul Schultz, Law Department; Willie Palmer, External Affairs Manager-Georgia Power; General Public, Members of the Press and Council Staff.

A. ADOPTION OF AGENDA

The Agenda was Adopted without objection.

B. APPROVAL OF MINUTES

The Minutes for the Transportation Committee Meeting held on June 1, 2011 were approved without objection.

CONSENT REPORT

C. ORDINANCE FOR FIRST READ

- 11-O-0918 (1) An Ordinance by Transportation Committee to amend the FY 2011 [Airport Renewal and Extension Fund (5502), the Airport Passenger Facility Charge Fund (5505), the 2004 Airport Revenue Bond Fund (5507), the 2004 Airport PFC Bond Fund (5508), and the 2004 Airport Revenue Bond Fund F-K (5509)] Budgets by transferring to and from appropriations a total amount of \$7,952,117.00 for reimbursement of the Renewal and Extension Fund, a total amount of \$237,041.00 for reimbursement of the 2004 Airport Revenue Bond Fund, a total amount of \$483,284.00 for reimbursement of the 2004 Airport Revenue Bond Fund F-K; and for other purposes.

TO BE REFERRED TO TRANSPORTATION COMMITTEE

REGULAR REPORT

D. RESOLUTIONS

- 11-R-0919 (1) A Resolution by Transportation Committee authorizing the Mayor to execute an Agreement with GSC Atlanta, Inc./Precision 2000, Inc., a Joint Venture, for Project Number FC-5223, Airfield Pavement Repair & Maintenance 2011 at Hartsfield-Jackson Atlanta International Airport in an amount not to exceed \$4,549,770.00. All services will be charged to and paid from the PTAE0 and FDOA Numbers listed; and for other purposes.

FAVORABLE (6 YEAS) (0 NAYS)

- 11-R-0920 (2) A Resolution by Transportation Committee authorizing the Mayor to execute a Reimbursable Agreement with Atlanta Airlines Terminal, Corporation for the Life Safety Upgrades-Terminal and Concourses Project at Hartsfield-Jackson Atlanta International Airport in an amount not to exceed \$3,100,000.00, to be charged to and paid from the PTAE0 and FDOA Numbers listed; and for other purposes.

FAVORABLE (6 YEAS) (0 NAYS)

- 11-R-0921 (3) A Resolution by Transportation Committee authorizing the Mayor to execute a Reimbursable Agreement with Atlanta Airlines Terminal, Corporation for Phases 2 and 3; Central Passenger Terminal Complex; Terminal and Concourses Miscellaneous Upgrades, for a cost to the City not to exceed \$2,960,455.00, to be charged to and paid from the PTAE0 and FDOA Numbers listed; and for other purposes.

FAVORABLE (6 YEAS) (0 NAYS)

E. PAPERS HELD IN COMMITTEE

- 10-O-0467 (1) A **Substitute** Ordinance by Transportation Committee to amend Chapter 138 (Entitled "Street, Sidewalks and Other Public Places"), Article IV, Division 2, Sections 138-84 and 138-85 so as to amend the procedures to be followed for the installation of Traffic Calming Devices in the public right-of-way; and for other purposes. **(Held 3/31/10 for the sub-committee to meet and report back to the Committee; 12/15/10 Substituted and held for further review; 3/16/11 Substituted and held for further review.)**
- 10-O-1399 (2) An Ordinance by Transportation Committee amending Chapter 22, Article III, Division 7, of the Code of Ordinances of the City of Atlanta; to create Code Section 22-206 titled "Off-Airport Parking Operators" on behalf of the Department of Aviation Ground Transportation Division, for the purpose of restructuring the fees the City assesses Off-Airport Parking Operators; and for other purposes. **(Work session held 8/18/10) (Held 9/1/10 at the request of the Department)**
- 10-O-1400 (3) An Ordinance by Transportation Committee amending Chapter 22, Article III, Division 7, of the Code of Ordinances of the City of Atlanta, on behalf of the Department of Aviation Ground Transportation Division, for the purpose of restructuring and increasing the fees the City assesses the Airport's Commercial Ground Transportation Operators; and for other purposes. **(Work session held 8/18/10) (Held 9/1/10 at the request of the Department)**
- 10-R-1456 (4) A Resolution by Councilmembers Michael J. Bond, Ivory L. Young, Jr., Kwanza Hall, H. Lamar Willis, Aaron Watson, Cleta Winslow, Yolanda Adrean, Carla Smith, Natalyn Archibong, Keisha Lance Bottoms and Joyce Sheperd to create a Multi-Modal Transportation Commission to study and make recommendations for addressing the City of Atlanta's Transportation and Infrastructure needs; and for other purposes. **(Held 9/1/10 at the request of the author.)**
- 10-O-1732 (5) An Ordinance by Councilmembers Michael J. Bond, Keisha Lance Bottoms, C. T. Martin, H. Lamar Willis, Cleta Winslow, Aaron Watson, Ivory L. Young, Jr., Yolanda Adrean and Joyce Sheperd authorizing the Mayor or his designee to install a traffic signal at the intersection of County Line Road, SW and Tell and Butner Roads; and for other purposes. **(Held 9/29/10 for further review.)**
- 10-O-2100 (6) An Ordinance by Councilmember Michael Julian Bond to create certain parking benefit districts within the City of Atlanta; to set aside 15% of all parking management revenues received from Contract No. FC-4877, Parking Management Services, for the purpose of implementing streetscape improvements and traffic mitigation measures within current and future Parking Enforcement Zones; and for other purposes. **(Held 12/1/10 at the request of the author and to schedule a work session.)**

E. PAPERS HELD IN COMMITTEE (CONT'D)

- 11-O-0010 (7) An Ordinance by Transportation Committee to make Carroll Street, SE between Boulevard, SE and Tennelle Street, SE a One-Way Street with traffic being directed Northbound, and to make Tennelle Street, S.E. between Carroll Street, SE and Savannah Street, SE a One-Way Street with traffic being directed Eastbound; and for other purposes. **(Held 2/2/11 at the request of the Department of Public Works for further review.)**
- 11-O-0773 (8) An Ordinance by Councilmembers Michael Julian Bond, Howard Shook, Alex Wan and Kwanza Hall **as substituted by Transportation Committee** to amend Chapter 150 ("Traffic and Vehicles"), Article IV ("Stopping, Standing and Parking"), Division 4 ("Residential Permit Parking"), Sections 150-147 ("Program Established"), 150-154 ("Uniformity of Parking Regulations") and 150-157 ("Limitation on Permit Use") of the City of Atlanta Code of Ordinances so as to exempt all residential Permit Parking Areas created before April 2011 from the Two-Hour Exemption for Non-Permitted Vehicles; and for other purposes. **(Substituted and held 5/11/11 by the Committee for further review.)**

G. REQUESTED INFORMATION

3/30/11

Councilmember Martin:

1. Asked Public Works, by way of Katrina Taylor-Parks, for a list of vacancies and employee absences.

4/27/11

Councilmember Willis:

1. Asked Aviation General Manager, Louis Miller, to inform him of a solution for removing and relocating police cars and officer's personal vehicles, parked on the (North ?) curb at the airport. (in conjunction with 11-R-0636)
2. Asked Public Works Commissioner, Richard Mendoza, to look into traffic warning measures for drivers to slow down at Tell Road and Fairburn Road.

Councilmember Moore:

1. Asked Public Works Commissioner, Richard Mendoza, to submit periodic updates on the Synchronization Task Force for the Howell Mill Road and White Street Traffic Signal Traffic Study Updated by the developer.
2. Aviation General Manager, Louis Miller, to provide an update on the concessions program and any discussions with the proposers and the labor force that work in concessions at HJAIA.

Councilmember Martin:

1. Asked Assistant Aviation General Manager, Jim Drinkard, to provide a map and detailed background information of the areas to be affected by 11-R-0634.
2. Asked Analyst, Larry Stokes, to coordinate a worksession for 10-O-0467.
3. Asked Georgia Power Representative, Willie Palmer, to find out about any possible grid work needed in Collier Heights, following the 3 day power outage after the thunderstorm that occurred 2 weeks earlier.

5/11/11

Councilmember Willis:

1. Asked Aviation, through Katrina Taylor-Parks, to provide additional information concerning the Super Rent before 4/1/11. (Councilmember Willis received incorrect information) (REVISED 5/11/11) Asked Aviation General Manager to submit a comparison of major airports, comparable to HJAIA, that operate using premium rent.

G. REQUESTED INFORMATION (CONT'D)

6/15/11

Councilmember Willis:

1. Asked Aviation General Manager, Louis Miller, to provide information on the type of system in place at the airport that calculates the 5% Fare Fee due the airport from Ground Transportation Companies with designated parking spaces.
Response attached to these Minutes
2. Asked Aviation General Manager, Louis Miller, to also report how much revenue has been received and on tracking the funds received in the past.
Response attached to these Minutes
3. Asked Aviation General Manager to include information for discussion on adding a valet parking program at the airport. And to include a comparable report of several other major airports with a valet parking program.

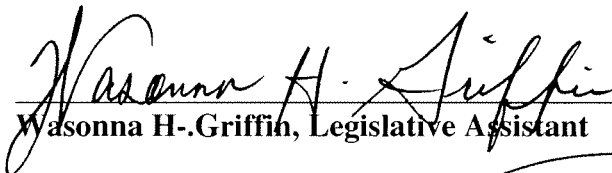
Councilmember Martin:

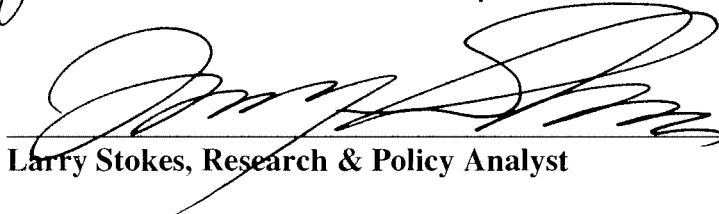
1. Asked Research and Policy Analysis, Larry Stokes and Aviation General Manager, Louis Miller, to set up a workshop, in August 2011, at the airport, with the Transportation Committee, all Ground Transportation Companies and Aviation Management to discuss the proposed elimination of the shared ride assignment spaces program at the airport and to include a pictorial and material presentation of the Ground Transportation set up.

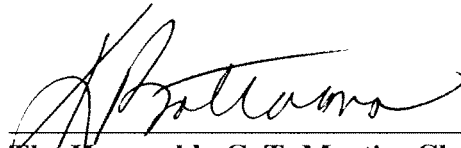
ADJOURNMENT

There being no further business before the Committee, the meeting was Adjourned at 11:32 a.m.


Respectfully Submitted:


Wasonna H.-Griffin, Legislative Assistant


Larry Stokes, Research & Policy Analyst


~~The Honorable C. T. Martin, Chair~~ Keista Bottoms, Vice Chair
Transportation Committee

MEMORANDUM

TO: Councilman C.T. Martin
FROM: Louis Miller, Aviation General Manager 
DATE: June 20, 2011
SUBJECT: Ground Transportation Local Shuttle Operation

The following are responses pertaining to questions and statements made during the June 15, 2011, Transportation Committee meeting regarding Airport Ground Transportation Services:

Question/Statement 1: Mr. Marc Lucas, owner/operator of A&M Shuttle, stated that the ground transportation shared ride companies have not been advised of the impact of the new terminal and that they do not know if they will be included at the new terminal or not, and that the Department of Aviation has not provided any information regarding their participation.

Answer: Mr. Lucas has not attended any of the shuttle meetings over the past two (2) years. The most recent meeting was April 5, 2011; a representative from A&M Shuttle was in attendance. There were 13 regional and 11 local shared ride shuttle companies in attendance. The agenda set the tone for a lively discussion pertaining to: The shuttle operation at the International Terminal; vehicle ownership and composition, uniform and company identification badges; customer service; trip data and revenue; schedules and dwell times, etc. The agenda clearly stated "Role of the shared tide shuttle group at MHJIT".

Question/Statement 2: Need to know how the system will work with the new addition of credit cards.



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Answer: Shuttle companies are not synchronized based on credit card acceptance or usage, this only applies to taxis. All shuttle companies handle their own methods of payments without interference from us.

Question/Statement 3: Who audits the 5% paid to the airport, and how is the audit done?

Answer: The Department of Aviation, Internal Audit Service Offices is responsible for reviewing the financial and operational controls for the Department of Aviation revenue streams generated by Local Shared Ride Shuttle Service Companies at the Atlanta airport. The purpose of our audits is to determine if Local Shared Ride Shuttles Service Companies have acted in compliance with the Ground Transportation Permit Agreement. We conduct a thorough review of each metro company's accounting records to determine:

- (1) If the Local Shared Ride Shuttle Service Companies have adequate controls in place to accurately account for airport-related revenue, and
- (2) If monthly percentage fees of gross receipts were being calculated correctly and being paid in timely manner.

We conduct our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain assurance that the schedules of revenue and fees are free of material misstatement. This audit includes examining (on test basis) evidence supporting the amounts and disclosures in the schedules of revenue and fees. Also, the audit includes assessing the accounting principles uses and significant estimates made by management, as well as evaluating the overall schedule presentation.

Question/Statement 4: How do we know the fares are properly calculated?

Answer: Along with the audits, each shared ride shuttle company is required to submit with their payments a Fee Computation Form which outlines the number of passengers transported; the number of trips to and from the airport; the number of service areas, the total gross revenue and the 5% of gross receipts. The Fee Computation Form helps to ensure each company's accuracy in calculating their fees.

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Question/Statement 5: What percentage of the 5% revenue got us to the designated parking spaces, what do we get for providing the assigned spaces?

Answer: In 2009 the aggregate fee paid by all local shared ride companies was \$22,000 and in 2010 it was \$25,881. Spaces are not assigned based on revenue paid to the City. Spaces are assigned based on passenger volume/market share. We do not receive anything for assigning the spaces. It was our intuitive belief that assignment of spaces would have brought about a higher level of customer service.

Question/Statement 6: What progress was made in the June 20, 2011 meeting with the shuttle companies?

Answer: We listened to the recommendations of the shuttle companies and agreed to have an update meeting within two (2) weeks. We promised to provide them with information from similar Origination & Destination airports showing how those airport shuttle companies operate. The shuttle company representatives proposed an internal ticketing booth, a walk up customer location and a staging area similar to the taxis. The companies stated that 40% of their business was due to walkup/on-demand customers, however, we stated to them that this sounds more like a taxi operation and not shared ride shuttle prearranged/scheduled service. We advised the group that no decision(s) will be made until all parties have had the opportunity to review the information from other airports and make their final recommendations.

As always, we appreciate your support as we continue to improve the Airport's ground transportation operation. If you have any questions or need additional information, please do not hesitate to let us know.

CC: Transportation Committee Members